

# Boat Registration and Titling Instructions

Please read these instructions before completing this application.

(Remove this sheet after reading.)

Fees reflect a three-year registration cycle that expires on March 31. Registration fees are not prorated.

Fees listed include title fees if applicable.

**Notice:** This form may be used for any application filed pursuant to Chapter 30, Wis. Stats. The Department will not consider your application unless you provide all necessary information. Personally identifiable information on this form will be used: to administer the registration and title program, for the enforcement of safe boating, by the U.S. Coast Guard, by the Department of Revenue, and may be used for secondary purposes. It is the responsibility of the purchaser to register/transfer a boat. The Owner's Social Security Number is required for tax purposes and will be provided to the Department of Revenue.

**MAKE ALL CHECKS PAYABLE TO: WISCONSIN DEPARTMENT OF NATURAL RESOURCES or WDNR.**

## ORIGINAL REGISTRATION A boat registered in Wisconsin for the first time.

- Boats under 16' feet are not assigned titles.
- A new boat purchased from a boat dealer requires a Manufacturer's Statement of Origin, for boats 16' and over.
- Boats previously **titled** in a state other than WISCONSIN require the signed OUT-OF-STATE title. The title shall have the necessary lien release for any listed liens.
- Boats previously **registered** in a state other than WISCONSIN require the signed OUT-OF-STATE registration certificate and/or title, if titling state.
- An additional fee of \$5.00 is required when recording a lien on a titled boat
- Voluntary registration for a NON-MOTORIZED CANOE does not require a Manufacturer's Statement of Origin, and will not be assigned a title.
- Non-motorized sailboats over 12' are required to be registered.
- Sailboats with auxiliary motor **must** register as motorized boat.
- Any Dealer accepting the fee for registration and title shall forward the proper documents for the customer within 7 calendar days to DNR.
- Registration numbers are assigned by DNR but are NOT provided. Owner must provide these.

**COMPLETE SECTIONS A, B, D & E. (Untitled Boats)**  
**COMPLETE SECTIONS A, B, C, D & E. (Titled Boats)**

### MOTORIZED BOATS & CANOES

Under 16'	16.50
16' to less than 26'	* 29.00
26' to less than 40'	* 50.00
40' and over	* 80.00

### NON-MOTORIZED BOATS

Non-Motorized Boats	9.75
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### NON-MOTORIZED SAILBOATS

Over 12' to less than 16'	15.00
16' and over	* 20.00

\* = Title included in Registration fee

## TRANSFER & RENEWAL REGISTRATION

A boat purchased from a private owner or dealer with a Wisconsin registration number and expired decals. Note: A surviving spouse should contact local DNR for a surviving spouse form.

- Boats under 16' – provide a signed registration certificate or signed bill of sale from the last registered owner. A bill of sale must include description of boat and seller's signature.
- Boats 16' and over require a signed title from the current owner(s).
- The title shall have the necessary lien release for any listed liens.
- An additional fee of \$5.00 is required when recording a lien on a titled boat (boats 16' and over)
- Any Dealer accepting the fee for registration and title shall forward the proper documents for the customer within 7 calendar days to DNR.

**COMPLETE SECTIONS A, B, D & E. (Untitled Boats)**  
**COMPLETE SECTIONS A, B, C, D & E. (Titled Boats)**

### MOTORIZED BOATS & CANOES

Under 16'	20.25
16' to less than 26'	* 32.75
26' to less than 40'	* 53.75
40' and over	* 83.75

### NON-MOTORIZED BOATS

Non-Motorized Boats	13.50
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### NON-MOTORIZED SAILBOATS

Over 12' to less than 16'	18.75
16' and over	* 23.75

\* = Title included in Registration fee

## TRANSFER REGISTRATION

A boat purchased from a private owner or dealer with a Wisconsin registration number and decals that are current. **If the decals are not affixed to the boat, apply for replacement decals at \$2.50 a set.** Note: A surviving spouse should contact local DNR for a surviving spouse form.

- Boats under 16' – provide a signed registration certificate or signed bill of sale from the last registered owner. A bill of sale must include description of boat and seller's signature.
- Boats 16' and over require a signed title from the current titled owner(s).
- The title shall have the necessary lien release for any listed liens.
- An additional fee of \$5.00 is required when adding a lien holder to a titled boat
- Any Dealer accepting the fee for registration and title shall forward the proper documents for the customer within 7 calendar days to DNR.

**COMPLETE SECTIONS A, B, D & E. (Untitled Boats)**  
**COMPLETE SECTIONS A, B, C, D & E. (Titled Boats)**

### MOTORIZED BOATS & CANOES

Under 16'	3.75
16' to less than 26'	* 8.75
26' to less than 40'	* 8.75
40' and over	* 8.75

### NON-MOTORIZED BOATS

Non-Motorized Boats	3.75
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### NON-MOTORIZED SAILBOATS

Over 12' to less than 16'	3.75
16' and over	* 8.75

\* = Title included in Registration fee

**SEE BACK PAGE OF BOAT APPLICATION FOR TAX INSTRUCTIONS**

**Mail To: Boat Registration Processing Center  
 Department of Natural Resources  
 PO Box 78701  
 Milwaukee, WI 53278-0701**

(Over)

## RENEWAL REGISTRATION

A boat registered to the same owner with a Wisconsin registration number and expired decals.

MOTORIZED BOATS & CANOES	
Under 16'	16.50
16' to less than 26'	24.00
26' to less than 40'	45.00
40' and over	75.00

NON-MOTORIZED BOATS	
Non-Motorized Boats	9.75
NON-MOTORIZED SAILBOATS	
Over 12' to less than 16'	15.00
16' and over	15.00

**COMPLETE SECTIONS A, B & E**

## DOCUMENTED BOATS

A boat that has a federal documentation number issued from the U.S. Coast Guard.

1. Return photocopy of the Certificate of Documentation (proof of Federal Documentation). This must be in applicant's name.
2. Complete Documentation section (Section C - lien information not necessary).
3. Submit application and fees to WDNR so you will have an applicant copy to operate vessel on. However, your application will not be complete until we receive a photo copy of your certificate.
4. A Wisconsin title is not assigned.
5. Liens are perfected to the Abstract of Title with the U.S. Coast Guard.

DOCUMENTED VESSELS				
	Orig.	Trans.	Ren.	Trans & Ren
16' to less than 26'	24.00	3.75	24.00	27.75
26' to less than 40'	45.00	3.75	45.00	48.75
40' and over	75.00	3.75	75.00	78.75

**COMPLETE SECTIONS A, B, C, D & E**

## DEALER DEFINITIONS AND REQUIREMENTS

1. "Dealer" means a person engaged wholly or in part in the business of selling or distributing boats to customers for profit or commission and who has made a substantial financial investment in the business.
2. A Wisconsin dealer registration may be used for testing, demonstrating, rental, private or personal use. **There must be a different registration number for each boat you are going to have in the water at any given time.**
3. Complete application for each dealer registration number needed as follows: **SECTION A**; **SECTION B** (dealership's name, telephone number, mailing address, city, state, ZIP code, and county in Owner's Name fields; skip information about boat and check type of use [#5 Dealer]); **SECTION D** (line 9 [\$75.00] and Seller's Permit Number); sign and date application.
4. Registration Numbers are assigned by DNR but are not provided. Dealer must create 2 plaques for each number assigned (1 plaque for each side of the boat).

## FLEET REGISTRATION

A fleet certification can be maintained by an individual, resort or business registering 3 or more boats.

### Notes:

1. A \$27.00 **fleet certification fee** is required to start a new fleet registration, **and** every three years for renewal.
  - This fee is in **addition** to the registration and must be added in your fee computation.
  - If you are adding a boat to an existing fleet, you pay the appropriate fee from the schedule to the right.
2. A boat application must be completed for each boat.
3. Individual owners pay tax on purchase price. Resort and business owners may be exempt from tax (indicate the sales tax number).
4. To continue as a fleet operator you must maintain current registration on a minimum of 3 boats and renew fleet certificate.
5. Titled boats **must** have lien holder section completed.

Fleet Registration	Original	Transfer	Renewal	Transfer & Renewal
Under 16'	8.25	3.75	8.25	12.00
16' to less than 26' *	17.00	8.75	12.00	20.75
26' to less than 40' *	27.50	8.75	22.50	31.25
40' and over *	42.50	8.75	37.50	46.25
Fleet Certification Fee \$27.00. See Note #1				
NON-MOTORIZED BOATS				
16' and over	4.88	3.75	4.88	8.63
NON-MOTORIZED SAILBOAT				
Over 12' to less than 16'	7.50	3.75	7.50	11.25
16' and over *	12.50	8.75	7.50	16.25

\* = Title included in Registration fee

## TO ADD A LIENHOLDER TO AN EXISTING TITLE

1. Complete Boat Application.
2. Return Original Title.
3. Complete Lien Holder Section (C).
4. Remit \$10.00 (\$5.00 to create new title and \$5.00 to add new lien holder).

## TO REMOVE A LIEN HOLDER FROM AN EXISTING TITLE

1. Return Original Title.
2. Return stamped or signed lien release from lien holder.
3. There is no fee unless the original title is lost.
4. If title is lost, complete boat application, remit \$5.00 for the duplicate title.

## REPLACEMENT CERTIFICATE & DECAL OR TITLE

Replacement certificates and decals are issued only if they are lost or stolen. Complete a boat application, remit \$2.50 for each replacement certificate or set of decals.

Replacement titles are issued only if they have been lost or stolen. Complete a boat application and remit \$5.00 for the duplicate title.

# Wisconsin Boat Registration and Titling Application

Form 9400-193 (R 12/03)

<b>Please Check Application Types - See Instructions</b> BOAT REGISTRATION (Including fleet boats) <input type="checkbox"/> Original Registration <input type="checkbox"/> Transfer and Renewal <input type="checkbox"/> Transfer <input type="checkbox"/> Renewal Fleet Number (if any) _____ Dealer ID _____ <input type="checkbox"/> Original Cert. <input type="checkbox"/> Renewal Cert. REPLACEMENT MATERIAL    Reason: _____ <input type="checkbox"/> Certificate <input type="checkbox"/> Title <input type="checkbox"/> Decals _____ DNR Customer # (9 digits) (optional) _____				• <b>Boats under 16'</b> – Provide a signed certificate or bill of sale. • <b>New boat 16' or over</b> – MSO required. • <b>Boats 16' and over</b> – Signed title from last registered owner; must be signed by all owners listed and lien must be satisfied.		<b>Leave Blank - DNR Use Only</b> Date _____ Verified Total Amt. Rec'd _____ Reg. # _____ <b>WS</b> Flt. Ct. # _____ OTC Fee _____ Initials _____	
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Owner's Name - Last, First, Middle Initial (Print) _____				Daytime Telephone ( ) _____		Additional Owners (Do not list previous owner's names)	
Mailing Address _____ Check here if address change <input type="checkbox"/>				Date of Birth		1. _____	
City _____ State _____ ZIP Code _____ County _____				State of Principal Use _____		U.S. Citizen <input type="checkbox"/> Yes <input type="checkbox"/> No	
Wis Registration # (If Any) _____				Boat Hull Identification # (Verify numbers on boat) _____		Boat Make or Manufacturer _____	
Out of State Registration # (If Any) _____				Series or Model _____		Boat Length _____ft _____in	
Engine		Propulsion		Type of Boat		Hull Material	
1. <input type="checkbox"/> Outboard		1. <input type="checkbox"/> Propeller		1. <input type="checkbox"/> Open 6. <input type="checkbox"/> Pontoon		1. <input type="checkbox"/> Wood 5. <input type="checkbox"/> Rubber	
2. <input type="checkbox"/> Inboard		2. <input type="checkbox"/> Water Jet		2. <input type="checkbox"/> Cabin 7. <input type="checkbox"/> Sailboat		2. <input type="checkbox"/> Aluminum 6. <input type="checkbox"/> Other	
3. <input type="checkbox"/> Inboard-Stern Drive (I/O)		3. <input type="checkbox"/> Air Thrust		3. <input type="checkbox"/> House 8. <input type="checkbox"/> Inflatable		3. <input type="checkbox"/> Steel	
4. <input type="checkbox"/> Airboat		4. <input type="checkbox"/> Manual		4. <input type="checkbox"/> Canoe/Kayak		4. <input type="checkbox"/> Fiberglass	
		5. <input type="checkbox"/> Sail Only		5. <input type="checkbox"/> Personal Watercraft		Fuel	
						1. <input type="checkbox"/> Gasoline	
						2. <input type="checkbox"/> Diesel	
						3. <input type="checkbox"/> Electric	
						Type of Use	
						1. <input type="checkbox"/> Pleasure 5. <input type="checkbox"/> Other	
						2. <input type="checkbox"/> Rental -Commercial	
						3. <input type="checkbox"/> Commercial Passenger -Dealer	
						4. <input type="checkbox"/> Commercial Fishing	

  

<b>BOAT LIEN INFORMATION - MANDATORY for Titled Boats 16' and Over</b>			
Lien on Boat? <input type="checkbox"/> No <input type="checkbox"/> Yes:		Lien Holder Name _____	
		Address _____	
		City, State and ZIP Code _____	
<b>Note: Documented Boats Only</b>			
Documentation # _____		Boat Name _____	
		Hailing Port _____	
		Make of Engine (Inboard/Inboard Out Drive Only)	
		Engine 1. _____	
		Engine 2. _____	
		Engine Serial # _____	
		Engine 1. _____	
		Engine 2. _____	

  

<b>Sales Tax Information and Fee Computation - See Back Page for Instructions</b>			
1. Full Purchase Price (Include motor, trailer, accessories) \$ _____		Trade-In (Description of boat or property traded) Year, Make & Hull I.D. # _____	
2. Less Trade-In Allowance _____			
3. Taxable Receipts (Line 1 minus line 2) _____		If Tax Exempt, Enter Exemption Code and Reason (See instructions on back)	
4. 5% State Tax (Line 3 X .05) _____		Code _____ Reason _____	
5. 1/2% County Tax (Line 3 X .005) (if applicable) _____			
6. 1/2% Football Stadium Tax (Line 3 X .005) (if applicable) _____			
7. 1/10% Baseball Stadium Tax (Line 3 X .001) (if applicable) _____		<b>This Boat Was Obtained From:</b> (Please complete information below)	
		Dealer or Seller Name _____	
		<input type="checkbox"/> Private Sale	
		<input type="checkbox"/> Dealer	
<b>Subtotal Tax Due</b> \$ _____		Address _____	
8. Lien Filing Fee \$5.00 _____		Seller's Permit / Tax # _____	
9. Registration Fee (See Fee Schedule) _____		City, State, ZIP Code _____	
10. Replacement Decal Fee \$2.50 _____		Telephone Number ( ) _____	
11. Replacement Certificate Fee \$2.50 _____		Signature of Dealer _____	
12. Replacement Title Fee \$5.00 _____		Date Signed _____	
13. \$1.00 Voluntary Contribution For Lake Research/Clean Water* _____			
<b>14. Total Tax and Registration Fee Due</b> \$ _____		* This fee is to be in addition to the registration fee and will be used exclusively for research conducted by the DNR to determine methods of improving the quality of the lakes in Wisconsin. <input type="checkbox"/> Check box if you want to withhold personal information such as your name and address from disclosure on lists of 10 or more individuals that DNR may provide to other persons [s. 23.45, Wis. Stats.].	
<b>Validation / Over the Counter Fee (if applicable):</b> \$ _____			
<b>Add Total Tax, Registration Fee Due and Validation/Over the Counter Fee:</b> \$ _____			
I certify that to the best of my knowledge information and statements on this application are true and correct. Any person who knowingly makes a false statement on an application for title may be punished under s. 30.547, Wis. Stats., by fines up to \$5,000 or imprisonment up to 5 years or both.			
Signature of Owner (Additional owner's signature is not required) _____		Date Signed _____	
		Social Security Number (required on behalf of Department of Revenue for tax purposes) _____	

APPLICANT MUST KEEP A COMPLETED COPY of this page while boat is being OPERATED UNTIL certificate is received.

**Mail to:** Boat Registration Processing Center  
 Department of Natural Resources  
 PO Box 78701  
 Milwaukee, WI 53278-0701

## Instructions For Tax Statement - Section D

**DEALERS** Dealers licensed in Wisconsin complete lines 1 through 7 and the dealer information space titled *"This boat was obtained from."* Remit the state, county and stadium tax with your Wisconsin State and County Sales and Use Tax return (Form ST-12).

**PURCHASER** If you purchase a boat from (1) a private party or (2) a dealer in another state, complete lines 1 through 14.

### TAX DESCRIPTION

Line 4. 5% State Tax - Enter 5% (.05) of the amount shown on line 3.

Line 5. 1/2% County Tax - If the item is kept in a county that has adopted a county tax, a 1/2% county tax must be paid. Enter 1/2% (.005) of the amount shown on line 3.

Line 6. 1/2% Football Stadium Tax - If the item is kept in Brown County, the stadium use tax of 1/2% must be paid. Enter 1/2% (.005) of the amount shown on line 3.

Line 7. 1/10% Baseball Stadium Tax - If the item is kept in Milwaukee, Ozaukee, Racine, Washington or Waukesha County, a 1/10% baseball stadium tax must be paid. Enter 1/10% (.001) of the amount shown on line 3.

### EXEMPTIONS FROM TAX

Your purchase will not be subject to sales tax if any of the following situations apply. **Note:** Enter the exemption code and reason in the tax statement section of the application.

Code 1. The item was previously registered in Wisconsin and purchased/received from a parent, spouse or child. **Important:** Use the following letters along with Code 1.

P = If purchased/received from your parent, stepparent, father-in-law, mother-in-law

S = If purchased/received from your spouse

C = If purchased/received from your child, stepchild, daughter-in-law, son-in-law

**Note:** A sibling or grandparent is not tax exempt.

Code 2. Retailer/lessor who will rent or sell the item. Must give seller's permit or use tax number.

Code 3. State of Wisconsin or government unit, agency or school.

Code 4. Tax paid to another state. **Attach a copy of your bill of sale or verification of tax payment to the other state. Note:** Sales tax paid to another state on the item reported on this application may be claimed as a credit to reduce the Wisconsin tax payable. Any county tax or similar tax paid in the other state may be claimed as a credit to reduce county tax payable.

If tax was paid in another state, subtract any state tax from the Wisconsin state tax (Line 4) and any county or similar tax from the Wisconsin county tax (Line 5). Enter the remaining amount of Wisconsin tax payable.

Code 5. Purchased by a nonresident at least 90 days before registrant became a Wisconsin resident and brought and/or registered the item in this state.

Code 6. Religious, charitable, educational organization. Must show the Department of Revenue exempt status number.

Code 7. Other. Enter reason:

i.e.: 1. Gift or even trade

2. Boats purchased in a contiguous state and berthed in Wisconsin boundary waters [indicate 77.53(17m)]

Code 8. The item was purchased from a dealer and tax was paid to the dealer.

### TRADE-IN

- Describe any property you traded in on the purchase of this boat.
- Enter name and address of seller in the space titled "This boat was obtained from." Be sure to check the box for private sale or dealer.
- Sign and Date your Return - Be sure to sign and date this Application for Title/Registration. For boats 16' and greater it is mandatory to sign the application.

### WHERE TO FILE

Send this application and your remittance for tax and fees to:

Boat Registration Processing Center  
Department of Natural Resources  
PO Box 78701  
Milwaukee, WI 53278-0701

### TAX INFORMATION

For a listing of counties that have adopted the county tax, or if you have questions regarding state, county or stadium tax, contact:

Wisconsin Department of Revenue  
PO Box 8902  
Madison, WI 53708-8902  
(608) 266-2776

For boating and safety information, visit our website at [www.dnr.state.wi.us](http://www.dnr.state.wi.us).

Please make your check or money order payable to the **Wisconsin Department of Natural Resources (or WDNR)** for both tax and fees.